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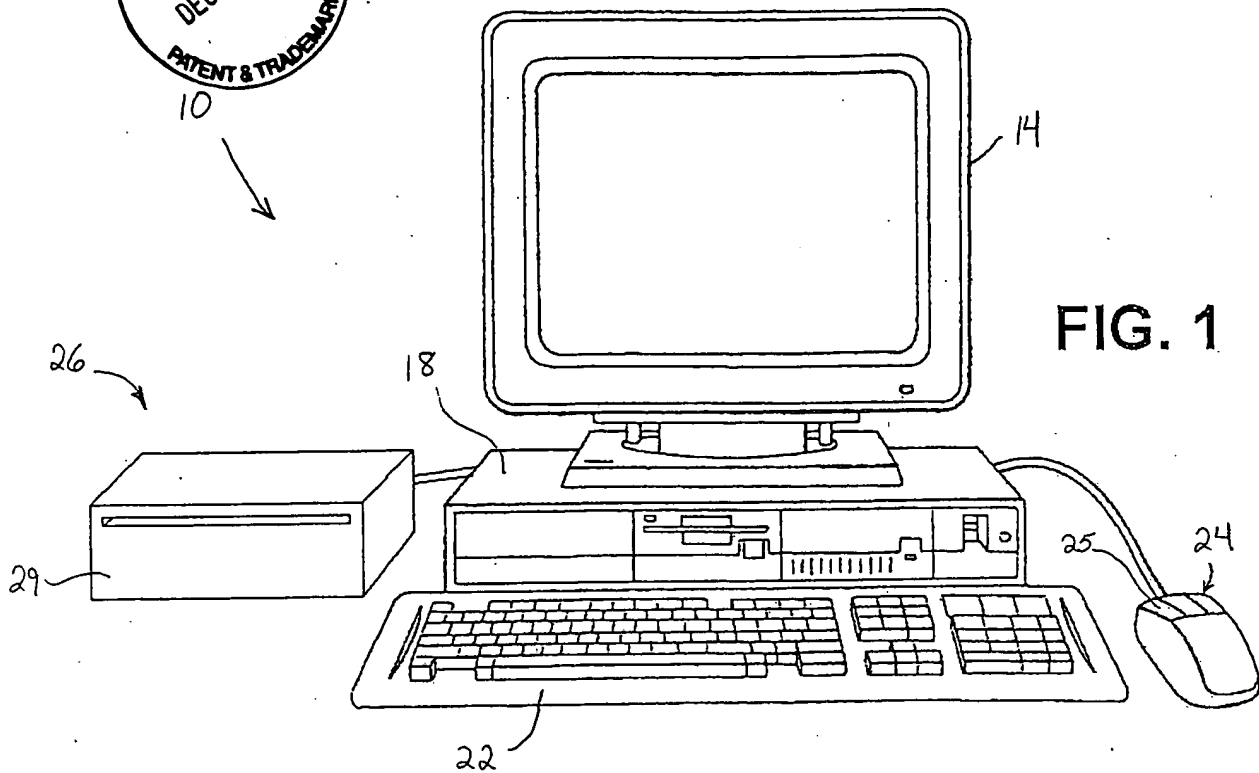


FIG. 1

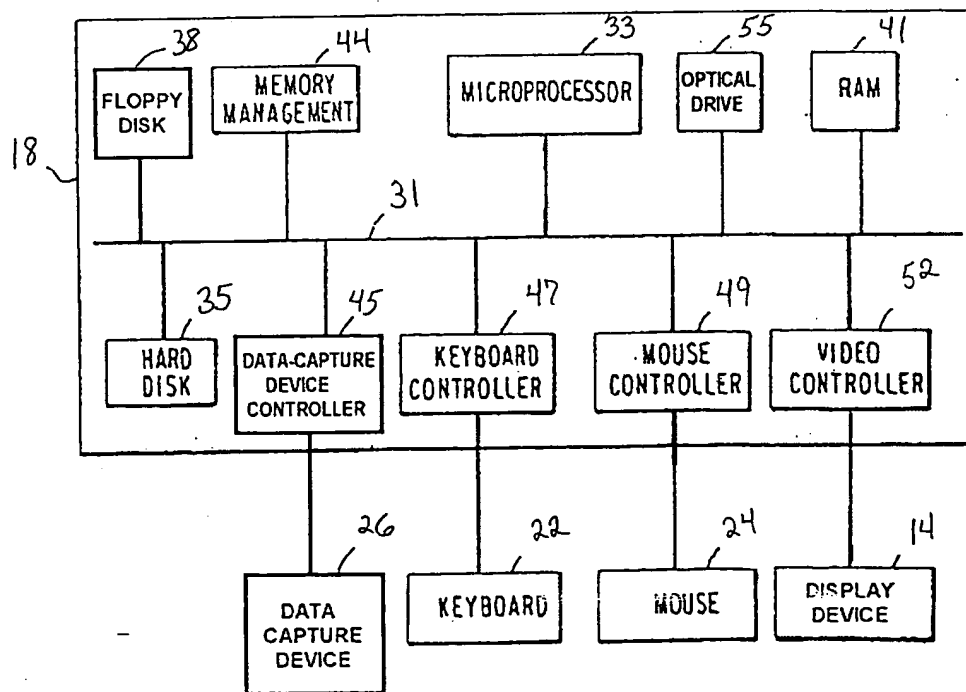
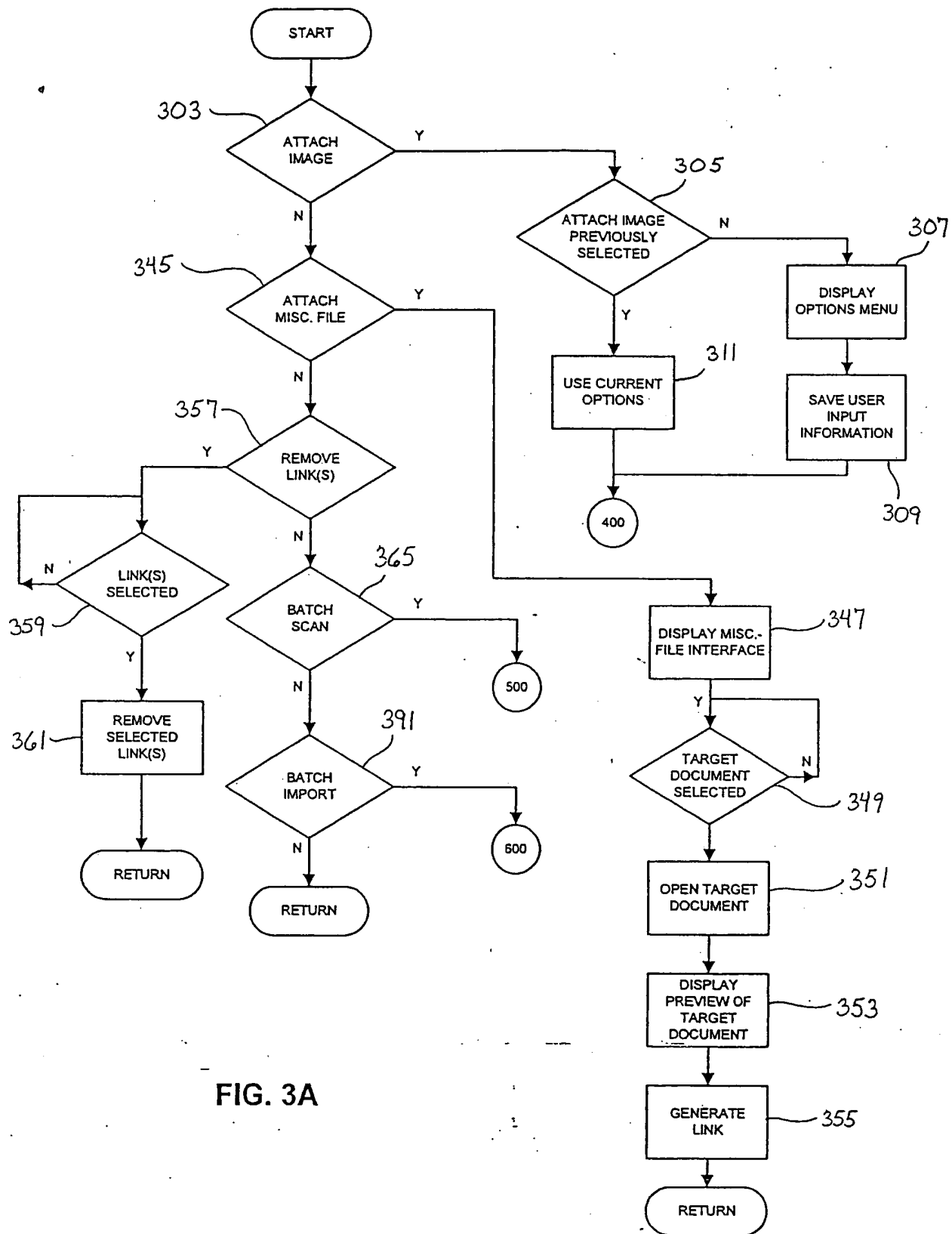


FIG. 2



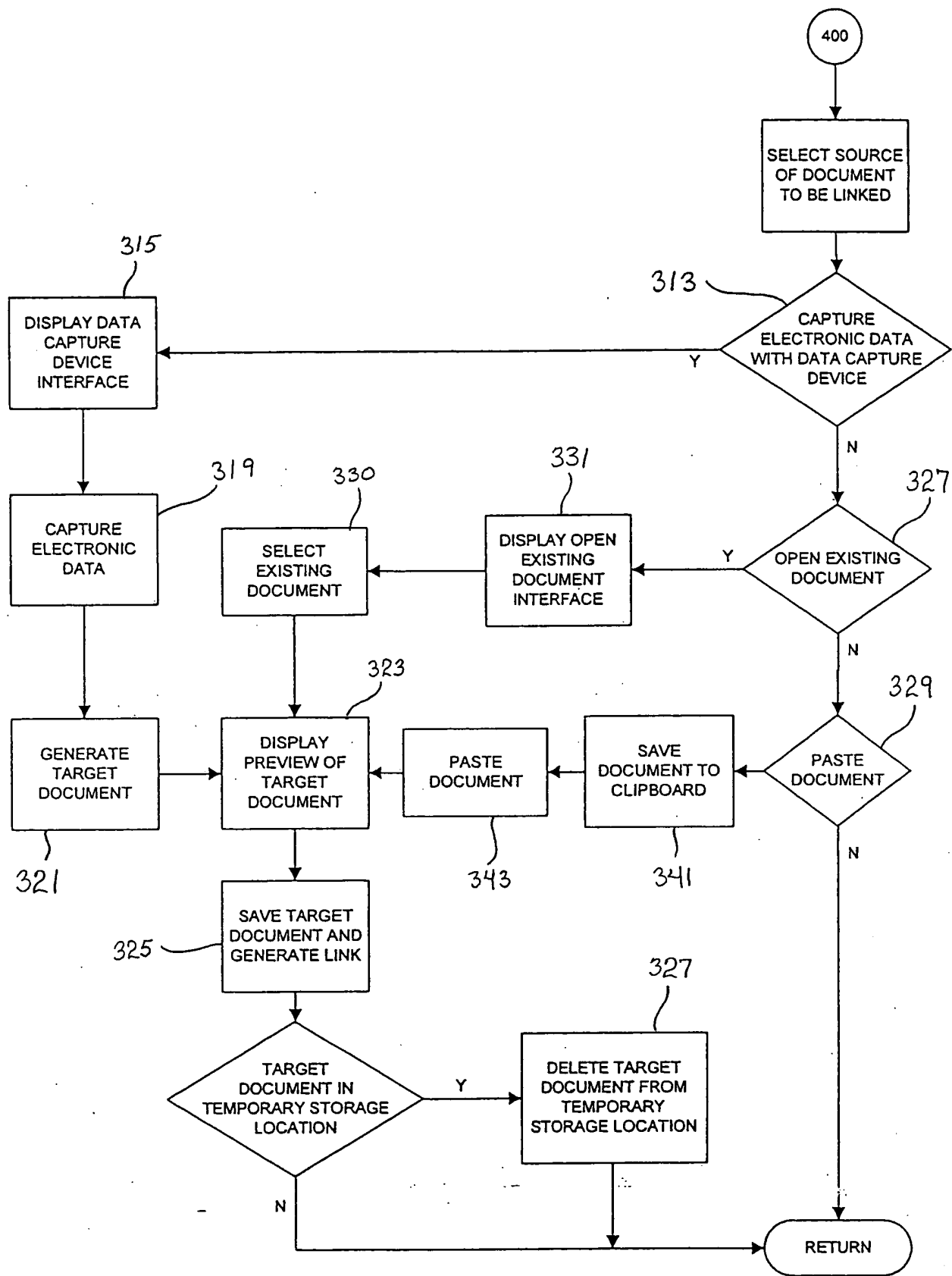


FIG. 3B

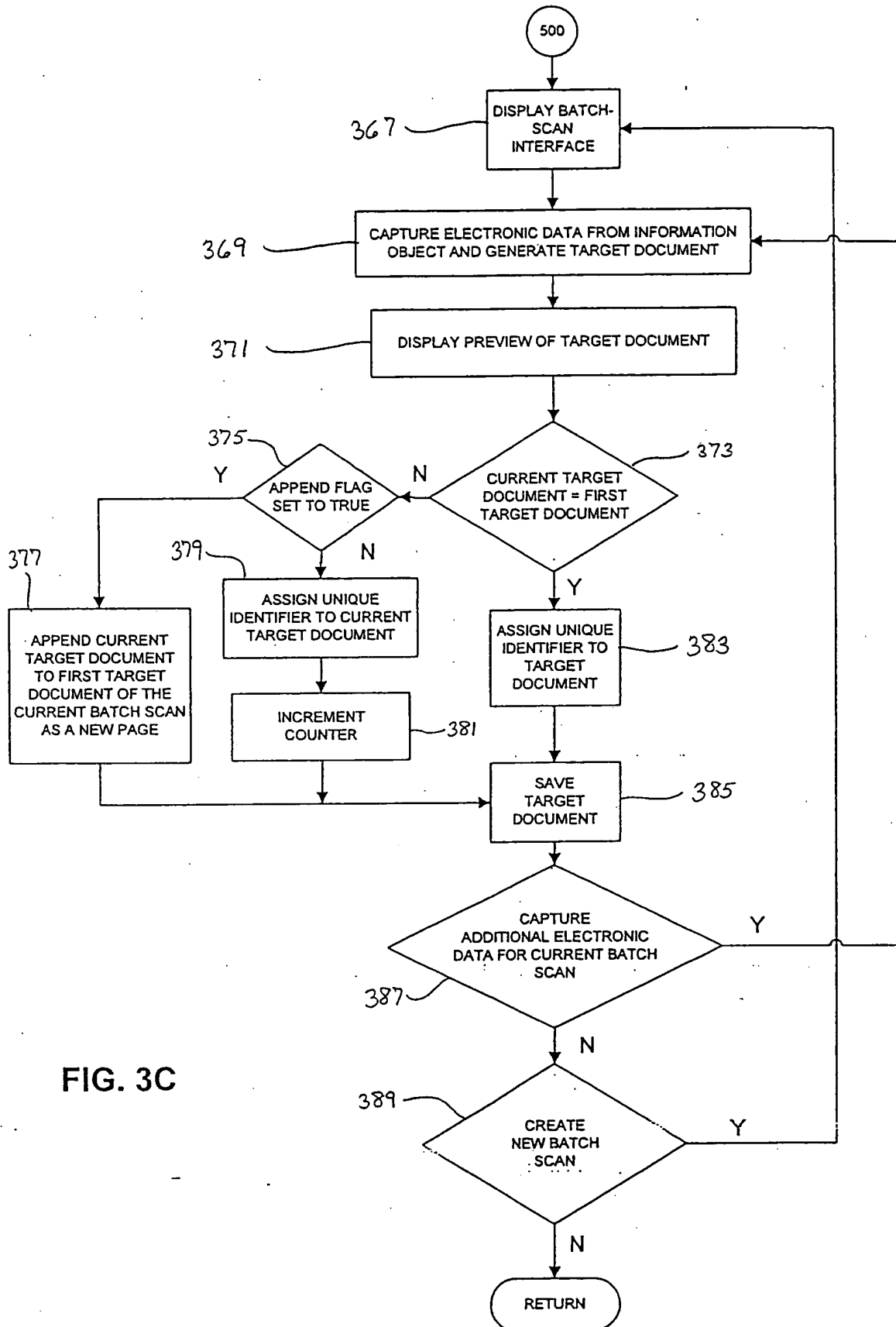


FIG. 3C

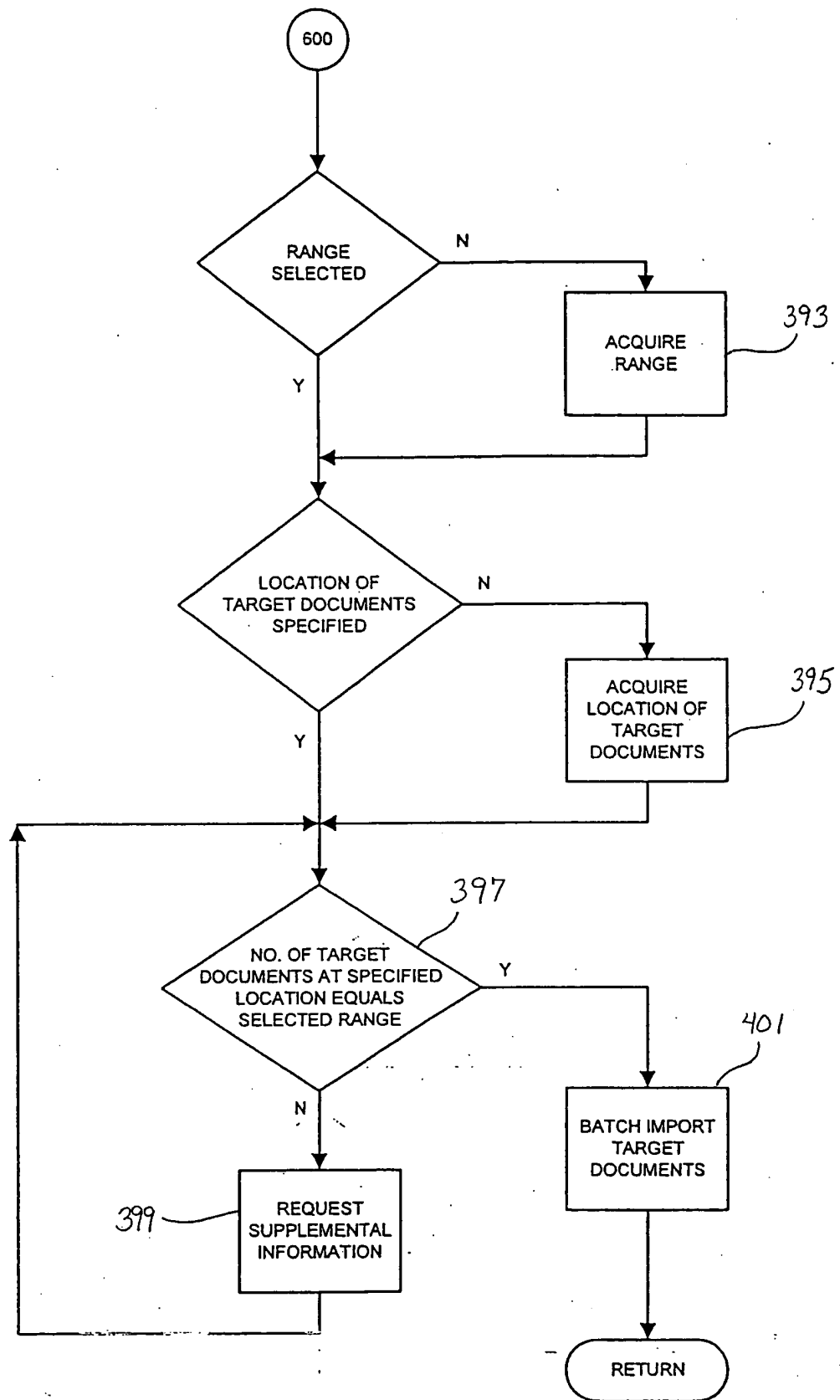


FIG. 3D

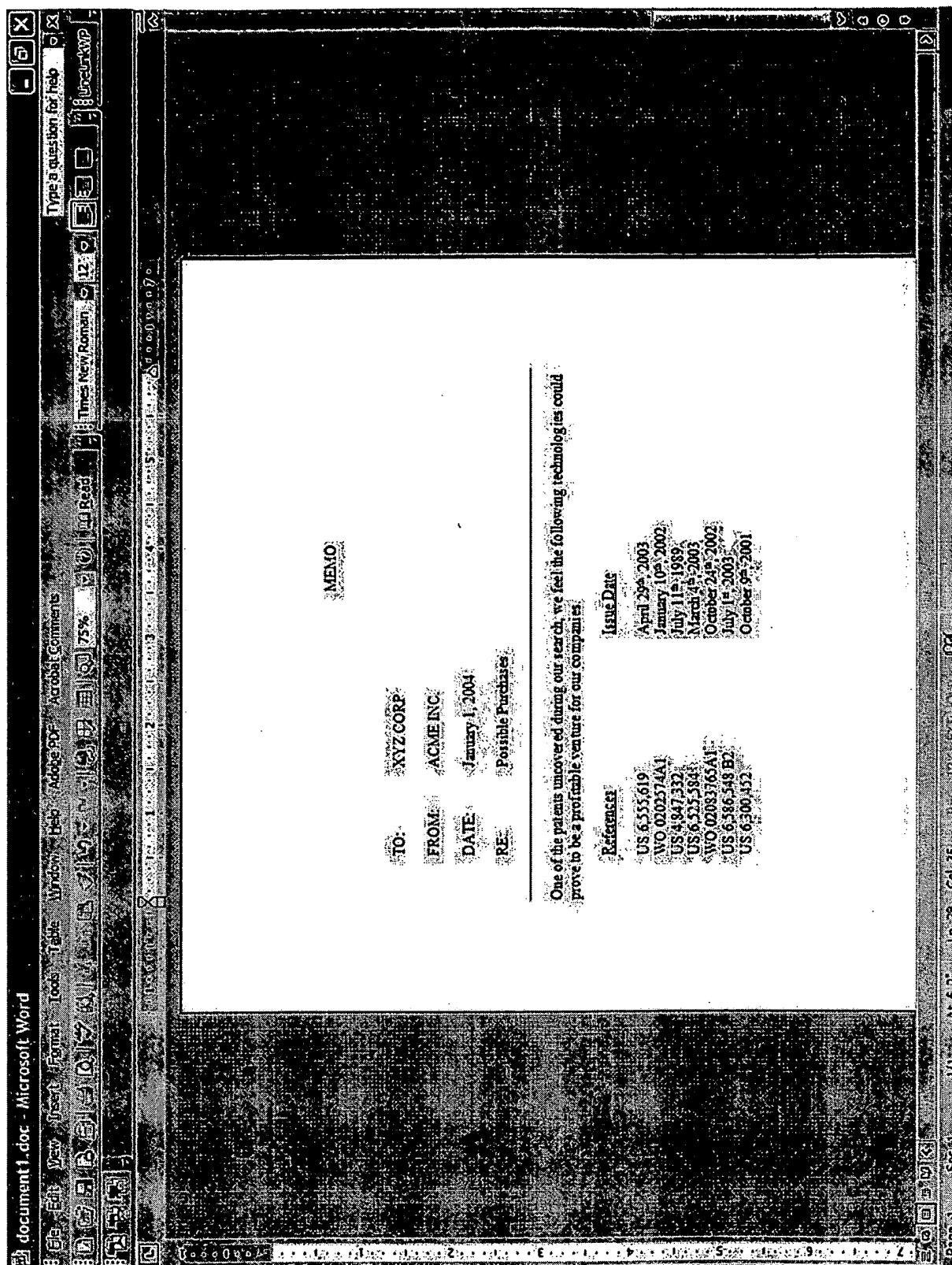


Fig. 4

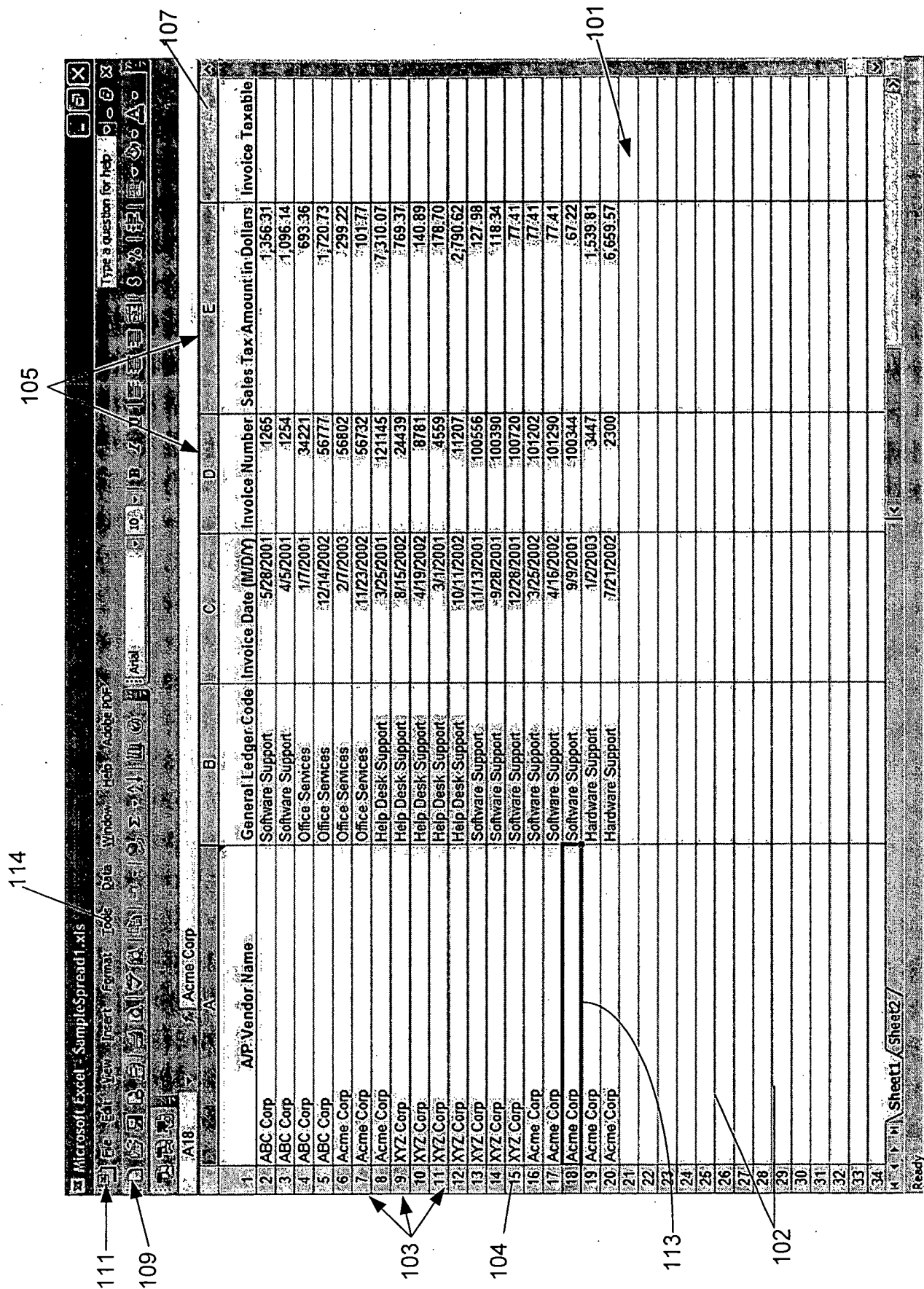


Fig. 5

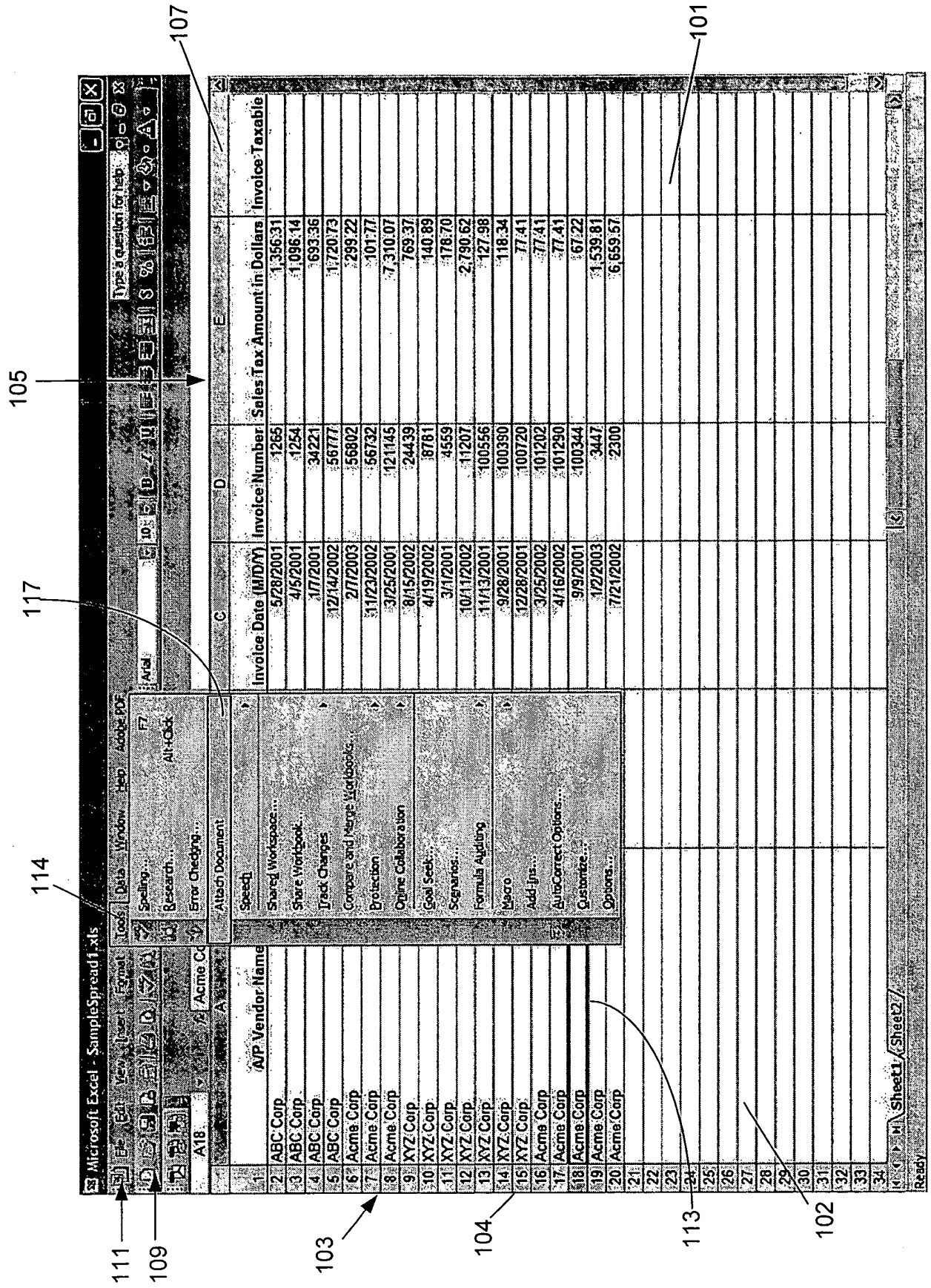


Fig. 6

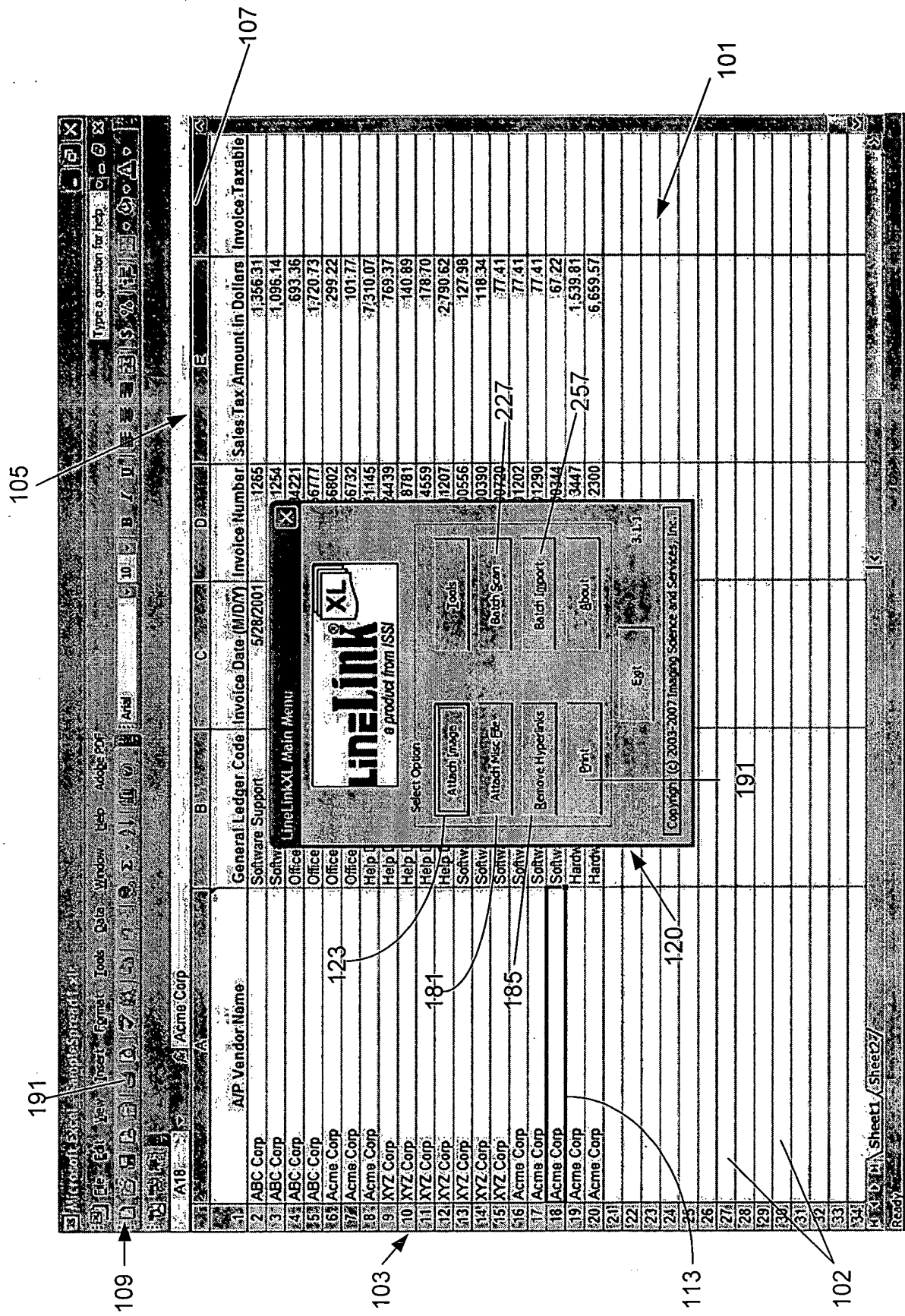


Fig. 7

Options

☒ Column Indicators

☒ Attach to these columns

Enter multiple columns separated by spaces.
Example: ADE

3d

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Temporary Document Path: C:\Link Samples\ Browse

Company Information

Name: Imaging Science and Services, Inc.

Document Information

Prefix: ISSI

Current Counter: 57

	A	B	C	D	E
1		A/P Vendor Name			Sales Tax Amount in Dollars Invoice Taxable
2	ABC Corp				1,356.31
3	ABC Corp				1,096.14
4	ABC Corp				693.36
5	ABC Corp				1,720.73
6	Acme Corp				299.22
7	Acme Corp				101.77
8	Acme Corp				7,310.07
9	XYZ Corp				769.37
10	XYZ Corp				140.89
11	XYZ Corp				178.70
12	XYZ Corp				2,790.62
13	XYZ Corp				127.98
14	XYZ Corp				118.34
15	XYZ Corp				77.41
16	Acme Corp				77.41
17	Acme Corp				67.22
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Fig. 8

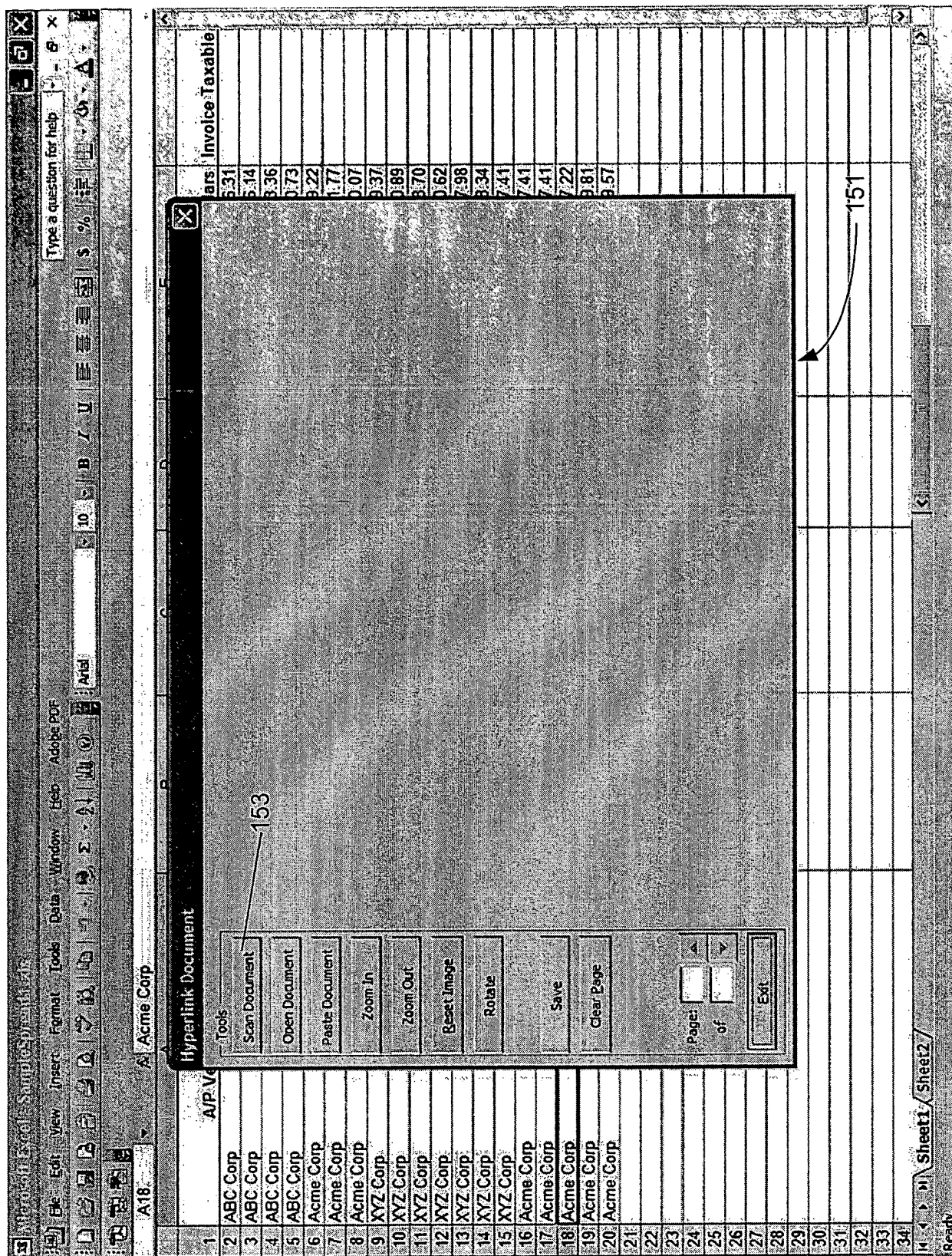


Fig. 9

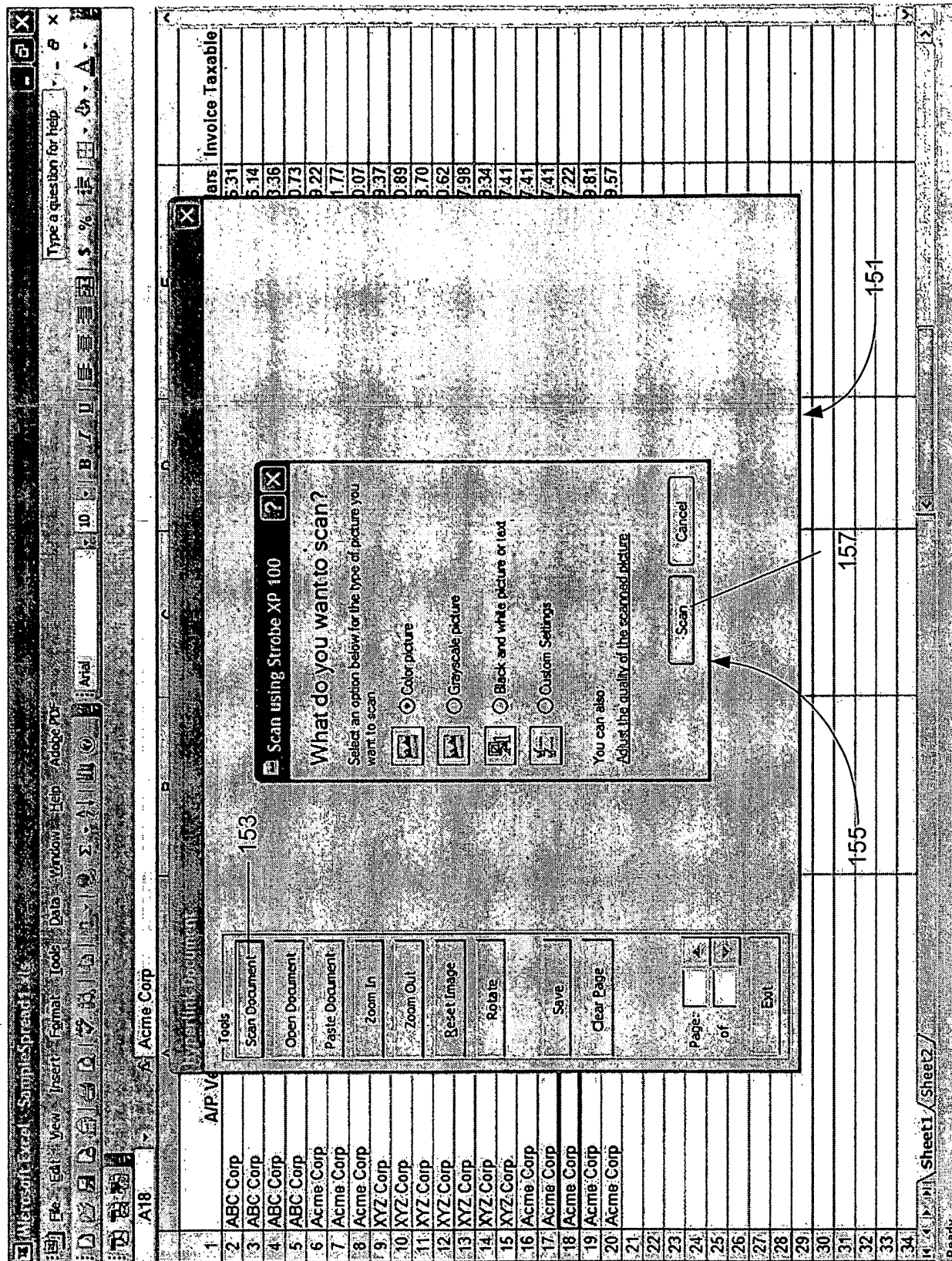


Fig. 10

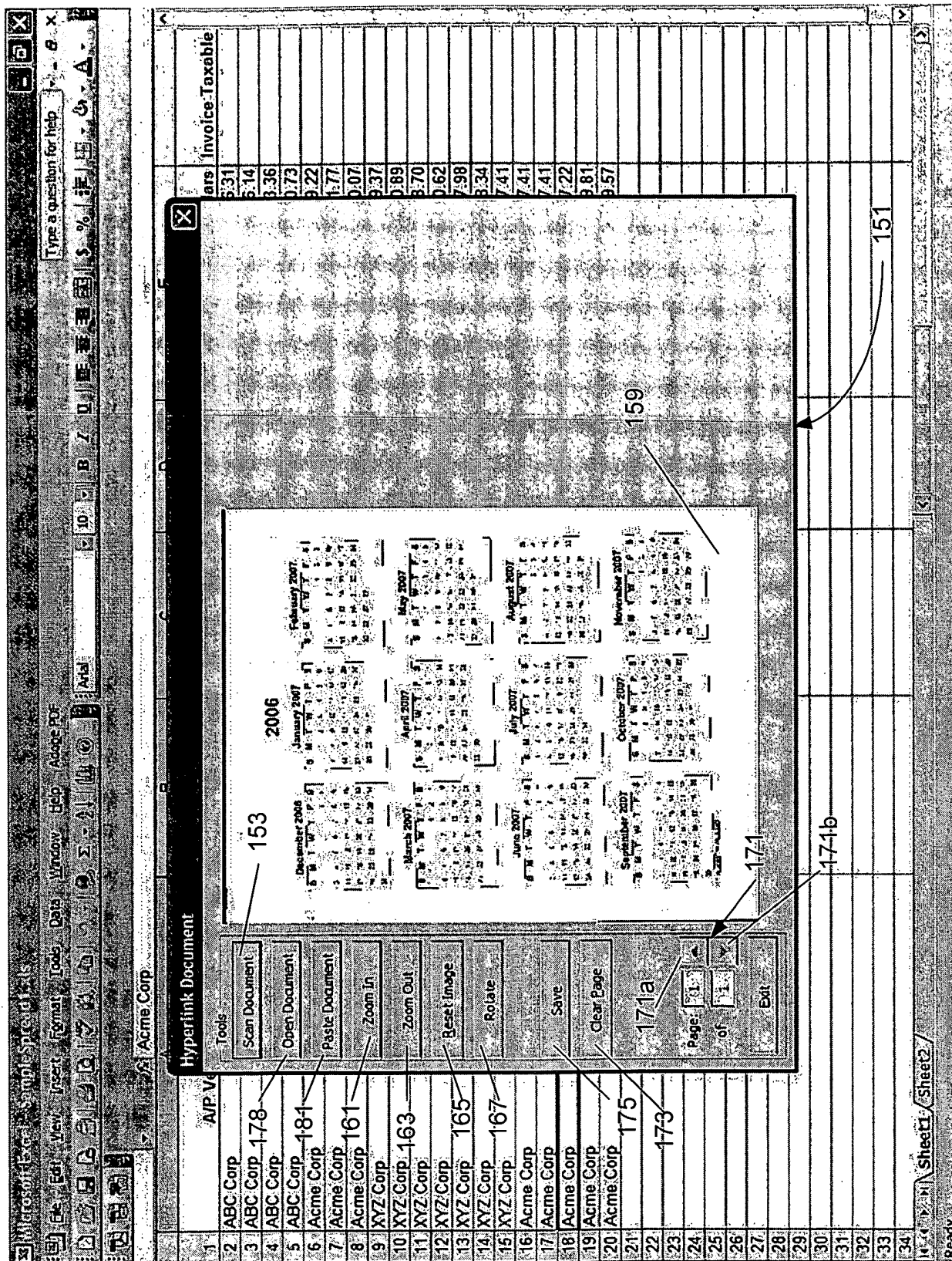


Fig. 11

109

File Edit View Insert Format Tools Data Window Help Acme Corp

A18

Acme Corp

A/P: Vendor Name

191

	A	B	C	D	E
1		General Ledger Code	Invoice Date (M/D/Y)	Invoice Number	Sales Tax Amount in Dollars
2	ABC Corp	Software Support	5/28/2001	1255	1,356.31
3	ABC Corp	Software		1254	1,096.14
4	ABC Corp	Office		1221	693.36
5	ABC Corp	Office		5777	1,720.73
6	Acme Corp	Office		56802	299.22
7	Acme Corp	Office		5732	101.77
8	Acme Corp	Help		1145	7,310.07
9	XYZ Corp	Help		4439	769.37
10	XYZ Corp	Help		8781	140.89
11	XYZ Corp	Help		4559	178.70
12	XYZ Corp	Help		1207	2,790.62
13	XYZ Corp	Softw		0556	127.98
14	XYZ Corp	Softw		0390	18.34
15	XYZ Corp	Softw		00720	77.41
16	Acme Corp	Softw		1202	77.41
17	Acme Corp	Softw		01290	77.41
18	Acme Corp	Softw		00344	67.22
19	Acme Corp	Hardw		3447	1,539.81
20	Acme Corp	Hardw		2300	6,659.57
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Ready

Sheet1 / Sheet2

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188

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Print

Current Image

Print Options

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Columns: Multiple cols A-B, C, Group Cols A

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Fig. 12

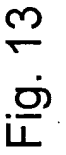


Fig. 13

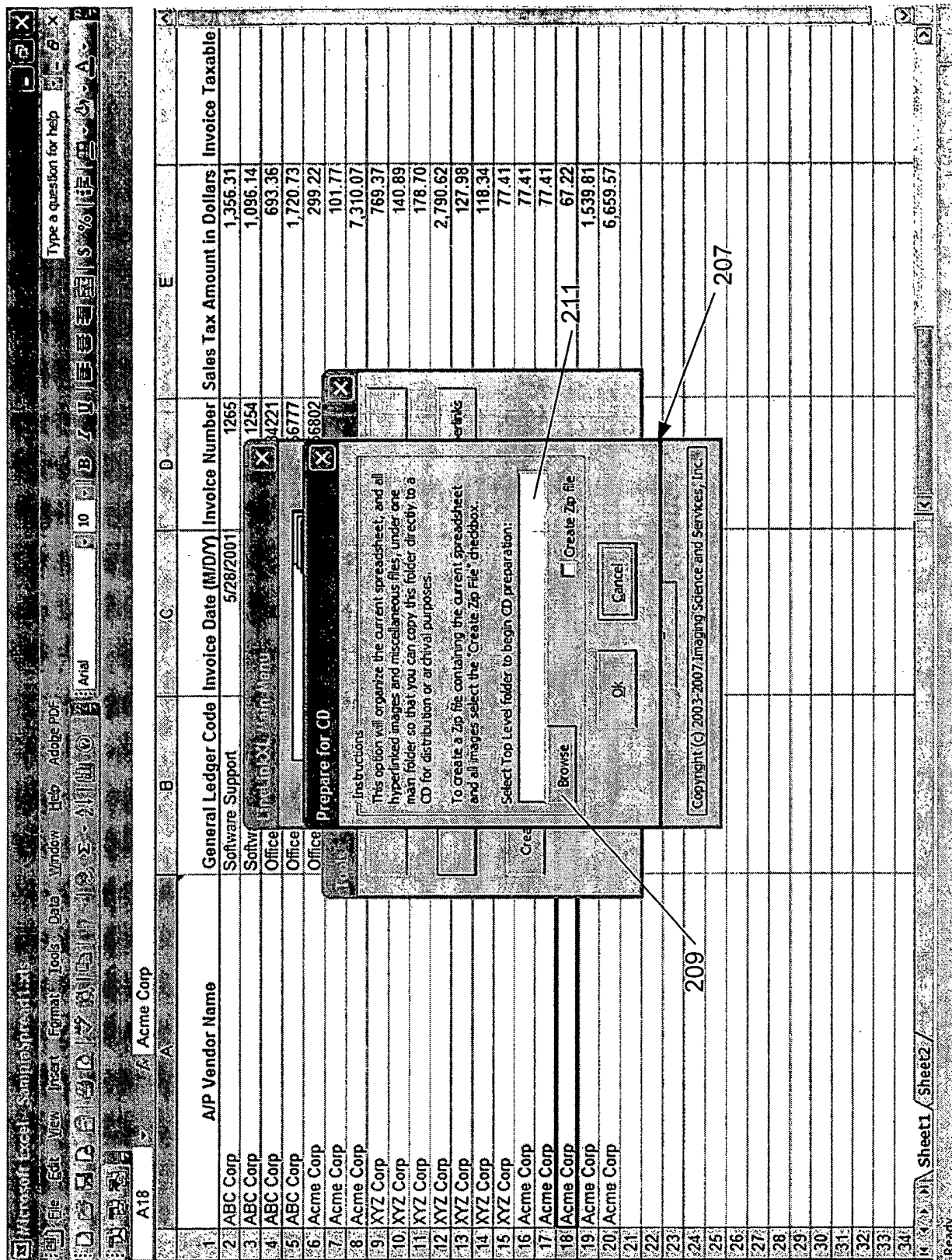


Fig. 14

Microsoft Excel - Sample Spreadsheet

File Edit View Insert Format Tools Data Window Help Add-Ins

Standard toolbar: Undo, Redo, Cut, Copy, Paste, Find, Replace, Bold, Italic, Underline, Text Color, Fill Color, Font Size, Paragraph, Styles, AutoSum, Sort, Filter, Data Tools, Window, Help, Add-Ins

Formula bar: =A1

Worksheet: AP Vendor Name

	A	B	C	D	E
	General Ledger Code	Invoice Date (MM/DD/YY)	Invoice Number	Sales Tax Amount in Dollars	Invoice Taxable
1	ABC Corp	Software Support	5/28/2001	1265	1,356.31
2	ABC Corp	Software	1254	1,096.14	
3	ABC Corp	Office	1221	693.36	
4	ABC Corp	Office	5777	1,720.73	
5	ABC Corp	Office	6802	299.22	
6	Acme Corp			101.77	
7	Acme Corp			7,310.07	
8	XYZ Corp			769.37	
9	XYZ Corp			140.89	
10	XYZ Corp			178.70	
11	XYZ Corp			2,790.62	
12	XYZ Corp			127.98	
13	XYZ Corp			118.34	
14	XYZ Corp			77.41	
15	XYZ Corp			77.41	
16	Acme Corp			77.41	
17	Acme Corp			77.41	
18	Acme Corp			67.22	
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Sheet1 - Sheet2

Ready

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3.1.1

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Fig. 15

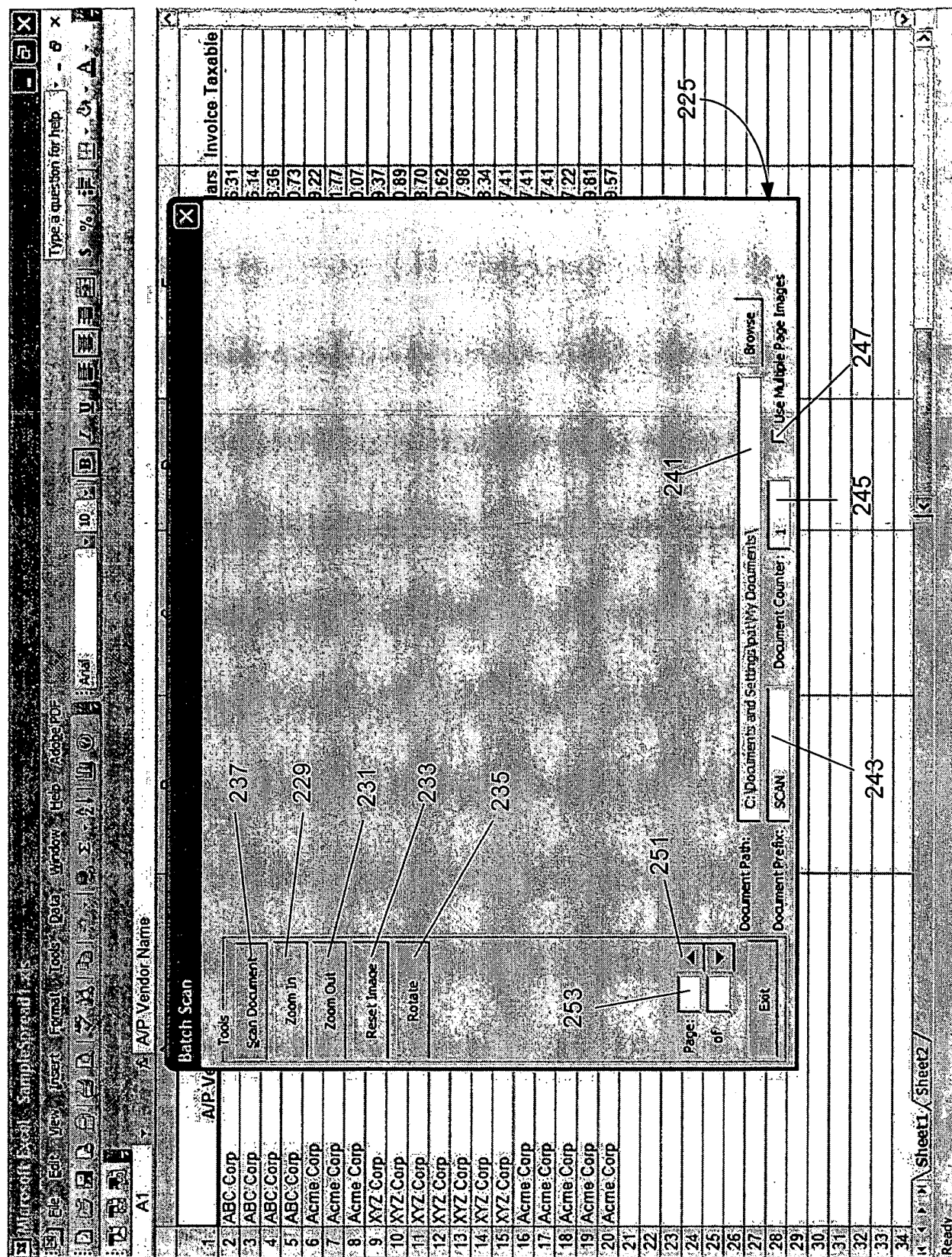


Fig. 16

Microsoft Excel - Sample Spreadsheet

Type a question for help

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AP Vendor Name

	A	B	C	D	E
	AP Vendor Name	General Ledger Code	Invoice Date (MM/DD)	Invoice Number	Sales Tax Amount in Dollars
2	ABC Corp	Software Support	5/28/2001	1265	1,356.31
3	ABC Corp	Software Support	4/5/2001	1254	1,096.14
4	ABC Corp	Office Services	1/7/2001	34221	1,693.36
5	ABC Corp	Office Services	12/14/2002	56777	1,720.73
6	Acme Corp				299.22
7	Acme Corp				101.77
8	Acme Corp				7,310.07
9	XYZ Corp				769.37
10	XYZ Corp				140.89
11	XYZ Corp				178.70
12	XYZ Corp				2,790.62
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14	XYZ Corp				118.34
15	XYZ Corp				77.41
16	Acme Corp				77.41
17	Acme Corp				77.41
18	Acme Corp				67.22
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Batch Import

Import Options

From Row: To Row:

Columns: Error includes columns separated by spaces. Example: A O E

Current Document Path: Browse

Total Files:

Import Exit

265

267

269

261

Sheet1 / Sheet2

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Fig. 17

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